



City of San Antonio

Agenda Memorandum

File Number: 17-2879

Agenda Item Number: 5.

Agenda Date: 6/1/2017

In Control: City Council A Session

DEPARTMENT: Transportation & Capital Improvements

DEPARTMENT HEAD: Mike Frisbie, P.E.

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Contract Award: On-Call Professional Mechanical, Electrical and Plumbing

SUMMARY:

An ordinance authorizing the execution of four On-Call Professional Mechanical, Electrical and Plumbing (MEP) Engineering Services Agreements, with Alderson & Associates, Inc., Encotech Engineering Consultants SA, Inc., H2MG, LLC, and Jose I. Guerra, Inc., each in the amount not to exceed \$200,000.00 per year to provide as-needed MEP Engineering Services for City-owned facilities and improvements, construction projects and planning projects located City-wide. Each agreement is for a one year term with the option to renew each agreement for up to three one year extensions under the same terms and conditions.

BACKGROUND INFORMATION:

Project Background

Currently, Transportation and Capital Improvements (TCI) contracts with four consultants that provide On-Call MEP Engineering Services for the City. The consultants are Alderson & Associates, Inc., Cleary Zimmermann Engineering, LLC, CNG Engineering, Inc., and Merrick & Company, Inc. These consultants are used on an as-needed basis on small projects and for the use of time-sensitive City projects in connection with City improvements and construction projects. The contracts with these four firms will expire in May 2017.

City departments such as Aviation, Building and Equipment Services, Convention Center, and the San Antonio Public Library, upon TCI recognition of the requirement for services, will continue to utilize these services for planned construction projects on an immediate and/or as needed basis.

Procurement of Services

A Request for Qualifications (RFQ) was released in February 15, 2017. RFQ was advertised in the San Antonio

Hart Beat, on the City's website, the Texas Electronic State Business Daily and through TCI on February 15 and 22, 2017. Responses were due on March 21, 2017. Six qualified bids were received in response to the RFQ. A selection committee consisting of representatives from TCI and the City's Building and Equipment Services Department (BESD) evaluated. Scoring was based on the published evaluation criteria which included evaluation of background, experience and qualifications of Prime Firm, project management plan, team's experience with San Antonio Region issues, past experience with City of San Antonio contracts and participation in SBE Prime Contract Program.

This contract will be awarded in compliance with the Small Business Economic Development Advocacy (SBEDA) Program, which requires contracts be reviewed by a Goal Setting Committee to establish a requirement and/or incentive unique to the particular contract in an effort to maximize the amount of small, minority, and women-owned business participation on the contract. The Goal Setting Committee applied the Small and Minority/ Women-Owned Business Enterprise Prime Contract Program with 20 evaluation preference points. Additionally, Goal Setting Committee also set a 15% Minority and/or Women-Owned Business Enterprise (M/WBE) subcontracting goal and Alderson & Associates, Inc., Encotech Engineering Consultants SA, Inc., H2MG, LLC, and Jose I. Guerra, Inc. have committed to 15% M/WBE subcontractor participation.

ISSUE:

This ordinance authorizes the execution of four On-Call Mechanical, Electrical and Plumbing (MEP) Engineering Services Agreements with Alderson & Associates, Inc., Encotech Engineering Consultants SA, Inc., H2MG, LLC, and Jose I. Guerra, Inc., to provide as-needed On-Call Professional (MEP) Engineering Services in an amount not to exceed \$200,000.00 per year per firm with a one year term, with an option to renew each agreement for up to three one year extensions.

The utilization of these services will be determined by the size and time sensitivity of each individual project, as determined by the TCI project management staff, will be defined by the needs of each project. Services to be provided under this agreement may include, but are not limited to the following:

1. Assessment and evaluation of facility mechanical, electrical and plumbing systems including
2. Analysis to determine if the MEP systems are serviceable
3. Determine if modifications or replacement to existing systems are necessary
4. Recommend project delivery methods to be utilized on individual projects
5. Design services
6. Construction phase services
7. Project close-out and warranty follow-up services

On-Call services allow for the immediate execution of work, as opposed to soliciting for these services on a per-project basis. TCI will utilize these professional services to expedite project delivery and completion.

Consultants will be paid based on the tasks they perform for each specific project. These professional services may be utilized as needed during the execution of City capital or planning projects.

ALTERNATIVES:

An alternative option is to submit a request for qualifications per individual project and select a firm based on their qualified experience in working with similar projects. To solicit for services on a per project basis would adversely affect the timely development of projects and funding.

FISCAL IMPACT:

Each of these agreements shall have a value not to exceed \$200,000.00 per firm per contract year for a one year term with option to renew each agreement for up to three one year extensions. Each renewal of the respective agreements shall be for the same terms and conditions. No funds are appropriated by this action. Expenditures for these services are subject to available funding and are authorized by individual project capital budgets at the time work is requested or project funds are appropriated through ordinance. The City will make no minimum guarantee pertaining to the volume of work which may be expected from each consultant.

RECOMMENDATION:

Staff recommends approval of this ordinance authorizing the execution of four On-Call Professional Mechanical, Electrical and Plumbing (MEP) Engineering Services Agreements, with Alderson & Associates, Inc., Encotech Engineering Consultants SA, Inc., H2MG, LLC, and Jose I. Guerra, Inc.